

**THE FIFE COUNCIL - PEOPLE AND COMMUNITIES SCRUTINY COMMITTEE –
BLENDED MEETING**

Committee Room 2, 5th Floor, Fife House, North Street, Glenrothes

31 August 2023

10.00 am – 1.10 pm

PRESENT: Councillors Eugene Clarke (Convener), Blair Allan, Ken Caldwell, Alistair Cameron, Alex Campbell, Brian Goodall, Peter Gulline, Donald Lothian, Julie MacDougall, Lynn Mowatt, Bailey-Lee Robb, Sam Steele, Ann Verner, Darren Watt and Jan Wincott.

ATTENDING: Michael Enston, Executive Director – Communities; John Mills, Head of Housing Services, Mhairi Mullen, Service Manager (Income, Poverty and Private Housing), Paul Short, Service Manager, Gavin Smith, Service Manager (Housing Access) and Helen Wilkie, Service Manager (Housing Supply), Housing Services; John Rodigan, Head of Environment and Building Services; Emma Lennon, Accountant, Alison Binnie, Finance Business Partner and Helen Guthrie, Accountant, Finance and Corporate Services; and Emma Whyte, Committee Officer, Legal and Democratic Services.

**APOLOGY FOR
ABSENCE:** Councillor Allan Knox.

68. DECLARATIONS OF INTEREST

No declarations were submitted under Standing Order No. 22.

69. MINUTE

The committee considered the minute of the People and Communities Scrutiny Committee meeting of 8 June 2023.

Decision

The committee approved the minute.

**70. HOUSING SERVICE PERFORMANCE REPORT AND ‘PATHWAY TO
IMPROVEMENT’ 2023-26**

The committee considered a report by the Head of Housing Services updating members on the ‘Pathway to Improvement’ performance targets for Housing Services for the period 2023- 26.

Decision

The committee considered and reviewed :-

- (1) the arrangements set out in Section 1.0 of the report to fulfil the council’s obligation to comply with Audit Scotland’s 2021 SPI Direction;

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- (2) the Housing Services' performance information in Section 2.0 of the report, including current challenges/priorities and risks; and
- (3) the Housing Services' performance targets for the three years of the 'Pathway to Improvement 2023-26' and the improvement actions detailed for 2023-24 in the report at Appendix 2.

71. ANNUAL ASSURANCE STATEMENT 2023

The committee considered a report by the Head of Housing Services presenting recommendations for submission of the Annual Assurance Statement to the Scottish Housing Regulator, based on regulatory guidance established in 2019. The risks were assessed against the council's Annual Return on the Charter for 2022/23.

Decision

The committee:-

- (1) noted the requirements of the 2019 housing regulatory framework, requesting the preparation of an Annual Assurance Statement;
- (2) agreed the wording of the draft Annual Assurance Statement 2023 based on the compliance position at 31 March 2023;
- (3) authorised the Scrutiny Committee Convener and the Housing and Building Services' Spokesperson to sign the Annual Assurance Statement; and
- (4) agreed submission of the final draft Annual Assurance Statement 2023 to the Scottish Housing Regulator by the deadline of 31 October 2023.

72. UPDATE ON HOUSING FUNCTIONAL NEEDS ASSESSMENTS

The committee considered a report by the Head of Housing Services providing an update on progress in relation to the processing of Housing Functional Needs Assessments.

Decision

The committee:-

- (1) noted the contingency plans put in place to manage the current workload;
- (2) noted the ongoing review of the Housing Occupational Therapy service and the proposed shape of revised service delivery in relation to this; and
- (3) agreed that an update report be submitted to this committee in January 2024.

73. VOIDS SERVICE IMPROVEMENT

The committee considered a report by the Head of Housing Services, following on from a report presented on 8 June 2023 (previous minute reference - 2023 PCS 27 Para. 63 refers) providing an update on progress, specifically short-term key

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actions being taken by the Head of Housing and the Head of Building Services to speed up improvement, in relation to the longer term service improvement plan.

Decision

The committee:-

- (1) considered and commented on the voids service update; and
- (2) noted the short-term key actions being taken to speed up improvement.

The meeting adjourned at 11.25 am and reconvened at 11.35 am.

74. TACKLING DAMPNESS AND MOULD IN COUNCIL HOUSES

The committee considered a joint report by the Head of Housing Services and the Head of Environment and Building Services outlining the work to date that council services had taken, supporting the council's landlord role to ensure that the incidence of condensation, dampness and mould in council houses could be more effectively mitigated for the wellbeing of council tenants and their families. In addition, the report provided an Action Plan on how the service would progress this work during 2023/24.

Decision

The committee:-

- (1) noted the progress made to date in implementing the new approach:
- (2) agreed the approach and action plan would continue to be supported by additional resources sourced through existing HRA Revenue and Capital Budgets in 2023/24; and
- (3) requested that a full review of the proposed information leaflet for council tenants be reviewed following comments made by members.

75. 2022-23 REVENUE BUDGET PROVISIONAL OUTTURN – COMMUNITIES

The committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director of Communities providing an update on the revenue budget provisional outturn position for the 2022/23 financial year for Communities and the Housing Revenue Account (HRA) including areas in scope of the People and Communities Scrutiny Committee.

Decision

The committee considered the current financial performance and activity for the 2022/23 revenue budget provisional outturn as detailed in the report.

76. 2022-23 CAPITAL PLAN PROVISIONAL OUTTURN - COMMUNITIES

The committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director of Communities providing an update on the Capital Investment Plan and advising on the provisional financial position for the 2022/23 financial year.

Decision

The committee considered and noted the current performance and activity for the 2022/23 Capital Monitoring as detailed in the report.

77. 2023-24 REVENUE BUDGET PROJECTED OUTTURN – COMMUNITIES

The committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Communities providing an update on the revenue budget projected outturn position for the 2023/24 financial year for Communities and the Housing Revenue Account (HRA) including areas in scope of the People and Communities Scrutiny Committee.

Decision

The committee considered and noted the current financial performance and activity for the 2023/24 revenue budget projected outturn as detailed in the report.

78. 2023-24 CAPITAL PLAN PROJECTED OUTTURN – COMMUNITIES

The committee considered a joint report by the Executive Director, Finance and Corporate Services and Executive Director, Communities providing an update on the Capital Investment Plan and advised the projected financial position for the 2023/24 financial year.

Decision

The committee considered and noted the current performance and activity for the 2023/24 capital monitoring as detailed in the report.

79. 2022-23 REVENUE BUDGET & CAPITAL PLAN PROVISIONAL OUTTURN – CHILDREN & FAMILIES AND CRIMINAL JUSTICE SERVICES

The committee considered a joint report by the Head of Children and Families and Criminal Justice Services and the Executive Director, Finance and Corporate Services advising members of the provisional outturn for the revenue budget and capital plan for 2022-23 financial year, including the areas in scope of the People and Communities Scrutiny Committee in relation to Children and Families and Criminal Justice Services.

Decision

The committee:-

- (1) considered and noted the financial performance and activity as detailed in the report in relation to both the revenue budget and capital plan; and
- (2) noted the provisional outturn position (subject to audit) for 2022-23, as detailed in the report, and the reasons for the main variances.

80. 2023-24 REVENUE BUDGET & CAPITAL PLAN PROJECTED OUTTURN – CHILDREN & FAMILIES AND CRIMINAL JUSTICE SERVICES

The committee considered a joint report by the Head of Children and Families and Criminal Justice Services and the Executive Director Finance and Corporate Services providing an update on the forecasted financial position for the 2023-24

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financial year, including the areas in scope of the People and Communities Scrutiny Committee in relation to Children and Families and Criminal Justice Services.

Decision

The committee:-

- (1) considered and noted the current financial performance and activity detailed in the report in relation to both the revenue budget and capital plan; and
- (2) noted the projected outturn position and the relevant areas of projected over and underspend within the service.

81. 2022-23 REVENUE BUDGET PROVISIONAL OUTTURN – HEALTH & SOCIAL CARE

The committee considered a joint report by the Director of Health and Social Care and the Executive Director, Finance and Corporate Services providing an update on the 2022-23 revenue budget provisional out-turn for Fife Council Social Care Services for Adults and Older People.

Decision

The committee considered and noted the current financial performance and activity as detailed in the report.

82. 2022-23 CAPITAL PLAN PROVISIONAL OUTTURN – HEALTH & SOCIAL CARE

The committee considered a joint report by the Executive Director, Finance and Corporate Services and the Director of Health and Social Care providing an update on the Health and Social Care capital investment plan and advising on the final out-turn for the 2022-23 financial year for the People and Communities Scrutiny Committee.

Decision

The committee considered and noted the performance and activity across the 2022-23 financial monitoring as detailed in the report.

83. 2023-24 REVENUE BUDGET PROJECTED OUTTURN – HEALTH & SOCIAL CARE

The committee considered a joint report by the Director of Health and Social Care and the Executive Director, Finance and Corporate Services updating members on the 2023-24 revenue budget projected outturn for Fife Council Social Care Services for Adults and Older People.

Decision

The committee considered and noted the current financial performance and activity as detailed in the report.

84. 2023-24 CAPITAL PLAN PROJECTED OUTTURN – HEALTH & SOCIAL CARE

The committee considered a joint report by the Executive Director, Finance and Corporate Services and the Director of Health and Social Care providing an update on the Health and Social Care Capital Investment Plan review and advising on the projected out-turn for the 2023-24 financial year for the People and Communities Scrutiny Committee.

Decision

The committee considered and noted the current performance and activity across the 2023-24 financial monitoring as detailed in the report.

85. PEOPLE AND COMMUNITIES SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

The committee considered a report by the Executive Director, Finance and Corporate Services asking members to consider the future workplan for the People and Communities Scrutiny Committee.

Decision

The committee:-

- (1) considered and noted the People and Communities Scrutiny future workplan;
- (2) agreed to advise the Convener and Lead Officer of any areas for scrutiny they feel appropriate for the committee to consider; and
- (3) agreed that an update report on the Café Inc Provision be placed on the agenda for the November 2023 meeting of the committee.